

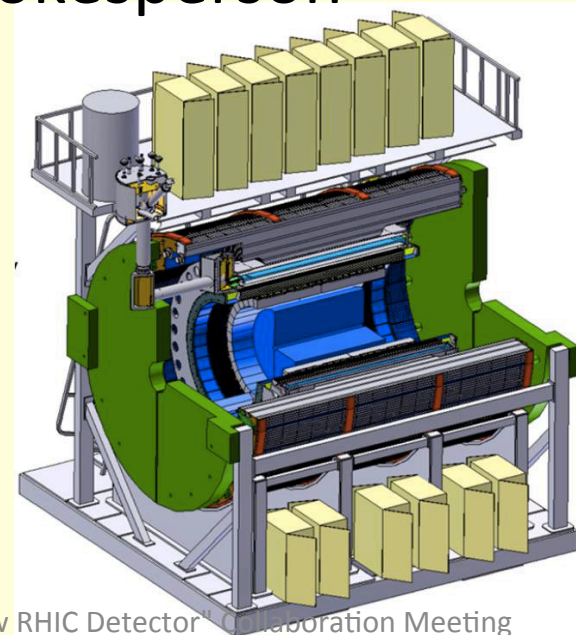
Executive Summary of
Institutional Board Meeting
Dec 10, 2015

John Harris
Yale University

Institutional Board Meeting Agenda

10 December 2015

- Introduction & Sign-in
 - 30 IB members present + 1 online, ~ 20 others
- Brief Summary of 1st IB Meeting (Aug 26) & since (John H.)
- Bylaws Committee Discussion (Bill Zajc)
- Nomination Committee Discussion & Spokesperson Election Process Proposal (Huan Huang)



1st Institutional Board Mtg Agenda

26 August 2015, 9 AM – noon EDT

Introductions/roll call

Preview Agenda

Goals of this meeting

News

Project Report – Ed O'Brien (20 +10)

Pre-CDR Report Plans

Timelines

Building the Collaboration and Management

Bylaws –

Introductory Comments on Bylaws

Includes discussion of Governing Structure

Discuss formation of Bylaws Committee & Chair

Committee(s) to identify candidates for positions –

Discuss formation of Nominating Committee

Discuss Election of Spokesperson(s), IB Chair, etc.

Other Future Committees

Publication Policies

Conference Committee / Speaker's Bureau...

Other Issues

First Collaboration Meeting (Proposed Date, Plans)

Additional Business

Goals of 1st Institutional Board Mtg

Update IB on

Project

Timelines

Pre-CDR Report Plans

Discuss Governing/Management Structure & Roles

Project

Collaboration

Spokesperson(s)

Discuss and Decide on Plan for Formation of Bylaws Committee

Identify Bylaws Committee Chair

Discuss and Decide on Plan for Formation of Nominating Committee(s)
and Chair(s)

Discuss & Identify Issues to Consider in Identifying Spokesperson(s)

Consider Timing and Election of Spokesperson(s), IB Chair, etc.

Identify which Committees are Needed in the Future

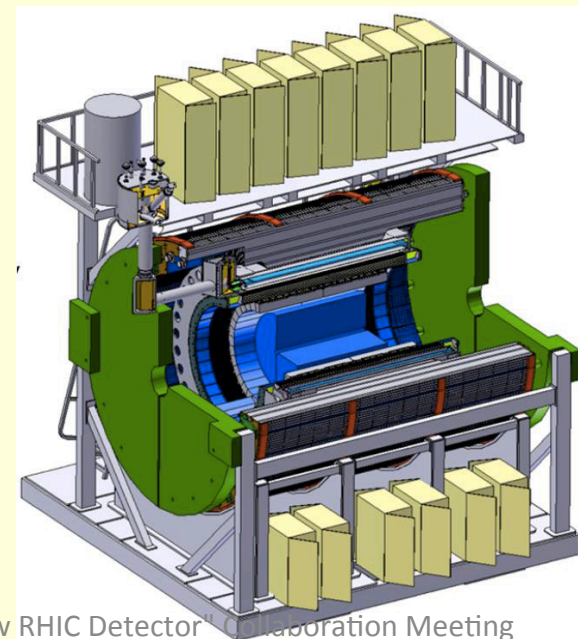
Identify Any Other Issues

Announce First Collaboration Meeting (Date, Plans)

John Harris – 8/25/2015

Institutional Board Meeting

10 December 2015



Bylaws Committee Discussion (Zajc)

- Q1: *“Should Junior Members serve on IB or EC?”*
→EC, e.g. it meets more frequently, higher impact (PWG decisions)
- Q2: *“Should there be institutional membership in sPHENIX of groups who express only a future interest?”* →No, not much interest and present Bylaws institutional membership statements accepted.
- Q3: *“In the Bylaws it is the duty of the spokesperson to handle any issues of misconduct of a member. Shouldn’t the spokesperson be able to delegate this?”*
→Yes, that is assumed in the Bylaws.

Bylaws Committee Discussion (Zajc)

- Q4: *“Shouldn’t there be a chair of the IB independent of the Spokesperson?”*
→ No, Bylaws upheld, spokesperson chairs the IB.
- Q5: *“The language on voting in the Bylaws calls for a ‘simple majority of voting members’?”*
→ Motion and vote passed, making that sentence in the Bylaws read *“simple majority of voting members with a quorum participating”*
- Q6: *“In the Bylaws there is no minimum number of scientists or PhDs for an institution to be in good standing. Shouldn’t there be?”*
→ No, as assumed in the Bylaws.

Bylaws Committee Discussion (Zajc)

- Q7: *“The Bylaws states that the election of Junior members to the EC will be conducted by the current Junior members of the EC. Isn’t this a problem for the first election? Should we change this wording”*
→ No, Bylaws upheld.
- Q8: *“For the spokesperson selection, should we change the statement that the same individual may not be a candidate on more than one ticket?”*
→ No, leave as is in Bylaws.

Bylaws Committee Discussion (Zajc)

- Q9: *“Shall we change the ‘one institution, one vote’ process of voting?” A vote was called.*

→ No, Bylaws upheld.

- Q10: *“Shall we change the requirement that a minimum of 75% of the IB members must vote in the spokesperson’s election to have a valid vote process?”*

→ No, leave as is in Bylaws.

For the first election, the IB Chair will re-poll the IB to determine the number of “active” member institutions prior to the election. That number will be designated as the number of institutions to be used in the 75% calculation. [Likewise, the IB Chair will re-collect and compile the number of collaboration members at each institution.]

Bylaws Committee Discussion (Zajc)

- Motion and vote to accept the Bylaws with the amendments.
- Bylaws accepted by unanimous vote (1 abstention).

Nomination Committee Discussion (Huang)

Voted on and accepted the following proposal:

Spokesperson Election Committee Membership

- John Harris, Yale
- Huan Zhong Huang, UCLA
- Bill Zajc, Columbia

The Committee will run the election, count the votes and announce the new spokesperson(s) on the timeline proposed by the Nomination Committee in the Collaboration Meeting.